

DDESS-PR A-76 NEWSLETTER

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DDESS Puerto Rico

Special Points of Interest:

- *This monthly newsletter is your guide to everything related to A-76 issues at DoDEA-DDESS-PR*
- *This issue includes information on the Develop and Issue Solicitation phase of the competition process.*

INTRODUCTION

Hello! April is here and we have finished the Preliminary Planning Phase of this competition.

During the month of March, the Preliminary Planning Team reviewed and finalized the Preliminary Planning report.

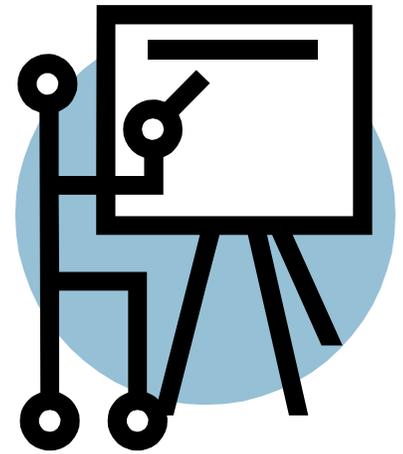
During the month of April we will begin to develop the PWS, set a date to issue the solicitation, and Develop the Agency Tender (AT)/MEO.

The following are guidelines HQ DoDEA has to consider when

selecting the Agency Tender Official (ATO). The ATO shall: a) be an inherently governmental agency official with decision-making authority; b) comply with the OMB circular A-76; c) be independent of the contracting officer (CO), source selection authority (SSA), source selection evaluation board (SSEB), and performance work statement (PWS) team; d) develop, certify, and represent the agency tender; e) designate the most efficient organi-

zation (MEO) team; f) provide the necessary resources and training to prepare a competitive agency tender; and, g) be a directly interested party. An agency shall ensure that the ATO has access to available resources (e.g., skilled manpower, funding) necessary to develop a competitive agency tender.

A more in-depth overview on developing and issuing the solicitation is included on page 2.

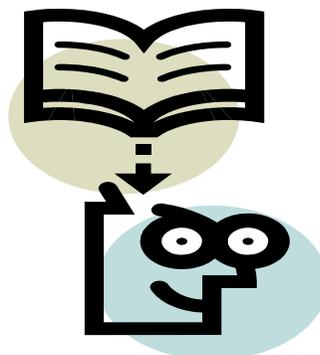


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HUMAN RESOURCES CORNER

Leo Sanchez has been designated as the Human Resource Representative (Subject Matter Expert (SME)/Point of Contact (POC)) for the Preliminary Planning and Performance Work Statement Phase of the Puerto Rico competition. Mr. Sanchez can be reached at (678) 364-8045.



DDESS-PR DEVELOPING & ISSUING A SOLICITATION

When developing and issuing a solicitation for a standard competition, the CO shall comply with the FAR and the following:

1. **Common Costs.** The CO shall identify common costs in the solicitation.
2. **Performance Bond.** If an agency requires a private sector source to include a performance bond, the CO shall obtain prior written approval from the Competitive Sourcing Official (CSO). The CO shall include in the solicitation a separate CLIN for the cost of the performance bond. The CO shall exclude the cost of the performance bond from the contract price before entering the contract price.
3. **Incentive Fee.** In a solicitation for an incentive fee contract, the CO shall require the private sector offeror to propose a target cost and target profit or fee. The CO shall include the target cost and target profit or fee.
4. **Award Fee.** For solicitations with an award fee for all prospective providers, including the agency tender, the CSO shall determine if procedures are in place permitting an agency tender to receive such an award fee.
5. **Phase-in Plan.** The CO shall include in the solicitation a separate CLIN for a phase-in plan. Private sector, public reimbursable and agency sources shall propose a phase-in plan to replace the incumbent service provider. The CO shall designate the phase-in period as the first performance period. The CLIN is limited to the phase-in costs associated with phase-in actions as documented in the phase-in plan. Phase-in plans shall include details to minimize disruption and start-up requirements. The phase-in plan shall consider recruiting, hiring, training, security limitations, and any other special considerations of the prospective providers to reflect a phase-in period of realistic length and requirements.
6. **Quality Control Plan.** The CO shall include in the solicitation a requirement for prospective providers to include a quality control plan in offers and tenders.

QUESTIONS

No questions were received during the month of March. If you have any comments, concerns, or questions relating to this A-76 competition, please do not hesitate to call the CSPO Hotline at (703) 588-3227. Information is also available at <http://www.DoDEA.edu>.

DEVELOP & ISSUE SOLICITATION TIMELINE

